



Signatory Name: Jasco Pty Ltd

The question numbers in this report refer to the numbers in the report template. Not all questions are displayed in this report.

Status: Completed

The content in this APC Annual Report is hereby endorsed by the Chief Executive Officer, or equivalent officer of the organisation.

Yes

5. Industry sector (please select 1 only):

- Brand Owner / Wholesaler / Retailer
- Packaging Manufacturer
- Waste Management
- Other - Commercial Organisation
- Community Group
- Industry Association
- Government
- Raw Material Supplier
- Other:

6. Industry type (please select 1 only):

- Food & Beverage
- Pharmaceutical / Personal Care / Medical
- Hardware
- Homewares
- Communications / Electronics
- Clothing / Footwear / Fashion
- Chemicals / Agriculture
- Fuel
- Large Retailer
- Tobacco
- Shipping Company
- Airline
- Other: office supplies

7. Please indicate your organisation's reporting period:

- Financial Year: 1 July 2012 – 30 June 2013
- Calendar Year: 1 January 2013 – 31 December 2013

Goal 1: Design

KPI 1: % of signatories with documented policies and procedures for evaluating and procuring packaging using the SPGs or equivalent.

8. Does your company have documented policies and procedures for evaluating and procuring packaging using the SPGs or equivalent?

Yes No

9. Of the types of packaging **existing at the beginning of the reporting period**, what percentage had been reviewed using the Sustainable Packaging Guidelines (SPG) by the end of the reporting period?

%

10. Have any new types of packaging been introduced during the reporting period?

Yes No

11. If yes, of the **new types of packaging introduced during the reporting period**, what percentage have been reviewed using the Sustainable Packaging Guidelines (SPG) by the end of the reporting period?

%

12. Please indicate your progress this year towards achieving your annual targets and milestones for KPI 1

	Target: According to your Action Plan, what did you set out to do?	Actual: What did you achieve?
1.	Liaise with product suppliers to ensure they are aware of our obligations and encourage their participation in our Sustainable Packaging Guideline audits.	Achieved: Jasco are now engaging our individual product line managers in gathering information as part of our Sustainable Packaging Guidelines. This approach assists with both initial goal of packaging design and the final goal of labelling in relation to consumer information and end- of- life recycling. Our suppliers have been contacted for each SPG audit and we will continue to engage with all our suppliers in an ongoing project to complete our SPG's as per our Action Plan.
2.	Implement adequate audit procedures and tools to record the results of the SPG reviews.	Jasco audited one of our main product ranges during this period. The packaging on this product was chosen as it is representative of a wide range of products we supply to the Australian market, increasing the impact of any opportunities that arise to reduce our overall packaging supplied to market.

13. Describe any constraints or opportunities that affected performance under this KPI

During this period Jasco had a change in staff that resulted in our long term APC team member handing over responsibility for a number of initiatives such as our SPG audits to a new staff member. Throughout this period Jasco continued to receive responses from suppliers from a previous information request circulated to suppliers in relation to the APC requirements, and we also carried out an SPG audit on one of our main overseas brands.

By expanding our team to include a number of product managers we are now focusing on the specific SPG information that we believe suppliers can provide initially. We will then expand to a broader information request once they have established a way to report on our information requirements.

Goal 2: Recycling

KPI 3: % signatories applying on-site recovery systems for used packaging.

14. Do you have on-site recovery systems for recycling used packaging?

- Yes at all facilities/ sites
- Yes at some, but not all facilities/ sites
- No

15. Please indicate your progress this year towards achieving your annual targets and milestones for KPI 3

	Target: According to your Action Plan, what did you set out to do?	Actual: What did you achieve?
1.	Report annually on recycling of onsite packaging waste.	<p>Jasco continues to receive detailed waste recovery reports from our waste contractors at our main warehouse which allow us to monitor the level of recycling of packaging waste arising on our premises.</p> <p>Of the secondary cardboard removed in our warehouses in the breakdown of bulk goods inwards to clients orders, Jasco reuse the vast majority of these boxes as standard practices. Whatever boxes cannot be reused are recycled in our warehouses recycling facility.</p> <p>Of the boxes we purchase to apply as secondary packaging, these are plain cardboard boxes with a high recycling content.</p>
2.	Report annually on recycling of onsite office waste recycling.	Our main office and warehouse office facilities continue to recycle where possible including ink cartridge recycling, secure shredding, cardboard and paper recycling and segregation of general waste.
3.	Documentation of onsite packaging waste	Jasco's waste contractors provide information relating to the removal of each waste stream from our warehouse facility as part of our service agreement. This will usually be part of the billing process. In the next reporting period Jasco will implement a reporting protocol to extract this information from our invoicing and create a baseline set of information to be compared going forward. This can be applied retrospectively for the duration of the APC if there is a commercial reason for doing so such as contract negotiation or credit requests.

16. Describe any constraints or opportunities that affected performance under this KPI

From an environmental and financial perspective the reuse of secondary packaging on goods received to fulfil packaging requirements with goods outwards continues to outperform any other influence we can have on our packaging chain. This is due to our role as a distributor of mainly imported branded products.

Through the engagement of our product line managers in our Action Plan we aim to educate our overseas suppliers as to our reporting obligations which may differ from their standard information requests through other areas such as Europe.

KPI 4: Signatories implement formal policy of buying packaging made from recycled products.

17. Does your company have a formal policy of buying packaging made from recycled packaging?

- Yes No

Please explain why not

A staff retirement meant a new member of staff took over the APC reporting requirements and the SPG audits and Annual reporting took precedent in the first year. A formal policy will be looked at in 2014

18. Is this policy actively used?

- Yes No

19. Please indicate your progress this year towards achieving your annual targets and milestones for KPI 4

	Target: According to your Action Plan, what did you set out to do?	Actual: What did you achieve?
1.	Examine the possibility of implementing a buy recycled policy.	During this reporting period Jasco had a changeover of staff involved in the Australian Packaging Covenant which resulted in the delay of this project. However, by default the majority of the packaging we purchase has a high recycled content so the actions are taking place in advance of the formalised policy. We aim to develop this policy in 2014 so we can commence recording the actual cases of purchasing recycled materials.
2.	Purchase of cardboard with recycled content	Jasco continues to purchase our secondary cardboard boxes from APC signatories with excellent environmental credentials and a high percentage content of recycled materials in their cardboard. This is one of the best ways we can influence the packaging placed on the market by our company through supporting the market for recycled materials. The exact % of recycled material may vary depending on th availability from manufacturers , but this usually up above 70%.
3.	Implementation of SPG Analysis	Jasco has now carried out SPG audits on a number of our key products supplied to market. Based on our suppliers responses to questions regarding material content we should have a more accurate assessment of the actual amount of recycled materials purchased by Jasco.

20. Describe any constraints or opportunities that affected performance under this KPI

Between now and the end of the APC 5 year action plan Jasco aim to implement reporting procedures that allow us identify where our commercial operations are already supporting a Buy recycled program through purchases such as packaging, office consumables, and general warehouse and canteen purchases. This will be an ongoing process but a necessary step to assess our company's overall environmental impact.

The ongoing constraint for Jasco is the lack of influence we have on the packaging that is applied to overseas products manufactured for the global market or for the information that we require for the Sustainable Packaging Guidelines audits that is not forthcoming.

Goal 3: Product Stewardship

KPI 6: % signatories with formal processes to work collaboratively on packaging design and / or recycling.

21. Does your company have formal processes in place for collaborating with other companies or organisations on improved packaging designs and/or recycling which aims to reduce or eliminate waste?

- Yes No

Provide details of policies and procedures (including names of policies/ procedures)

Jasco's warehouse operations have formal processes in place for working with our various waste contractors to maximise the recycling from our premises. This results in monthly billing with information as to the type of material, number of lifts and weights where possible.

22. Please indicate your progress this year towards achieving your annual targets and milestones for KPI 6

	Target: According to your Action Plan, what did you set out to do?	Actual: What did you achieve?
1.	Contact global suppliers to determine if they are undertaking any actions that may assist with our Sustainable Packaging Guidelines obligations.	Achieved. In our previous reporting period Jasco contacted a cross section of all our product suppliers and although we received a number of responses the information was minimal. In this reporting period we have included our product line managers in the process, ensuring our requests are directed to the relevant staff in their direct supply chain. This is currently being processed as part of our SPG audit and we aim to carry out this improved process with future SPG audit information requests.
2.	Implement Questionnaire into purchasing policy.	Jasco undertook to introduce our purchasing managers to the Sustainable Packaging Guidelines and their obligations to advise our suppliers of these obligations. In this reporting period we carried out this process with one of our main product lines and will continue to expand this to include all our products by the end of the 2015 reporting period.
3.	Request periodic reports from waste contractors and audit contractual agreements regularly.	Jasco obtain periodic reports from our waste contractors outlining our waste and recyclable materials that are removed from our premises. This is required for an operational and commercial reason as it strongly correlates that a warehouse maximising their recycling while reducing their general waste by a similar tonnage will be a cost efficient operation. Our waste contractors supply this information to also report on their performance as part of our supplier process.

23. Describe any constraints or opportunities that affected performance under this KPI

Jasco works with our service providers in relation to onsite waste to ensure they minimise the general waste removed and increase the level of recycled material in our total tonnage of materials while reducing this total tonnage through reuse and operational efficiencies.

Jasco can influence the design of a small range of packaging and we will advise these suppliers of our requirements under the APC with regard to the Sustainable Packaging Guidelines, and encourage these product suppliers to consider the environmental impact of their packaging and any improvements we may have in mind.

KPI 7: % signatories showing other Product Stewardship outcomes.

24. Please indicate your progress this year towards achieving your annual targets and milestones for KPI 7

	Target: According to your Action Plan, what did you set out to do?	Actual: What did you achieve?
1.	Work with waste contractors in relation to onsite waste removal and baseline of information.	Jasco have informed our waste contractors of our obligations to reduce the tonnage of packaging waste arising onsite as part of our overall drive to reduce our environmental footprint and operate efficiently for economic purposes. This will be part of our annual discussions with service provider and performance targets will be set based on previous performance and industry best practise.
2.	Engagement with overseas suppliers to influence packaging footprint	Jasco will continue to inform our product suppliers overseas of our companies reporting and performance obligations in Australia in relation to the Australian Packaging Covenant. In many instances our suppliers are carrying out excellent environmental initiatives that we are unaware of due to a lack of reporting and we hope our SPG information requests may lead to us finding out about these activities such as FSC accreditation or global sustainability initiatives they may be engaged in.

25. Since the beginning of the reporting period, has your company had any other outcomes related to product stewardship?

Yes

No

If yes, please give examples of other product stewardship outcomes

26. Describe any constraints or opportunities that affected performance under this KPI

Jasco are constrained in the influence we can have on the design or environmental performance of the majority of overseas products that we supply to the market. Through our SPG audit process we aim to inform our suppliers of our compliance with the Australian Packaging Covenant and commence a conversation on the environmental impact of their product so we can learn of any positive initiatives across our product lines.

Jasco are currently reviewing a number of other aspects of our environmental performance and we believe the review of our packaging compliance has assisted in the development of an overall waste implementation and resource review programme that will be carried out between now and the next reporting period.

KPI 8: Reductions in packaging items in the litter stream.

27. Please indicate your progress this year towards achieving your annual targets and milestones for KPI 8

	Target: According to your Action Plan, what did you set out to do?	Actual: What did you achieve?
1.	Ensure waste is managed onsite correctly.	<p>Jasco continues to operate from a modern warehouse facility in Sydney where our onsite waste and recycling is managed by a registered waste contractor.</p> <p>Our cardboard recycling is carried out by an APC signatory who in turn supplies a range of high quality recycled cardboard products to the Australian market from the materials collected at premises such as Jasco. This is the best way to ensure your waste is not entering the litter stream i.e. by returning it to another product.</p> <p>We continue to have no issues with councils or neighbouring companies in relation to waste arising on our premises throughout Australia.</p>
2.	Check for recycled symbols on products	<p>The inclusion of our marketing team in the APC team will allow for a more direct line of contact to the supplier of our products, particularly those that may be in the position to influence the labelling of products including recycling symbols, responsible disposal or the correct recycling stream for their product.</p>

28. Describe any constraints or opportunities that affected performance under this KPI

Our experience from the SPG process , particularly covering the sections on away from home waste, is that Jasco's product range is rarely opened outside of the home, school or office environment as they are used in conjunction with another larger product e.g. markers and whiteboards or pencils and colouring books. All these locations have either kerbside or commercial recycling facilities so the packaging will usually be recycled.

Your Experiences

This section lets you share with us any achievements, good news stories and areas of difficulties in making progress against your plan and the Covenant goals and KPIs.

29. Key achievements or good news stories

30. Areas of difficulties in making progress against your plan, Covenant goals or KPIs

Jasco has had a new staff member take over the APC reporting requirements and introduced our first product line manager to the SPG audit reporting requirements. Both these roles have a steep learning curve and we believe we will see more progress in the next period now that the SPG audit process is fully automated and the staff are in place.